SEASIDE COUNTY SANITATION DISTRICT

440 HARCOURT AVE * SEASIDE, CA 93955
Telephone (831) 899-6825

AGENDA
REGULAR MEETING
Tuesday, November 10, 20159:30 AM,
Conference Room
440 Harcourt Ave, Seaside, CA 93955

1. CALL TO ORDER

Ralph Rubio	Chair
David Pendergrass	First Vice Chair
Pat Lintell	Second Vice Chair

2. ROLL CALL

3. ORAL COMMUNICATIONS COMMENTS

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized by law. To be able to properly identify those making comments in the meeting minutes, it would be helpful if speakers state their names. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time the Board considers that matter. Each person's presentation is limited to a maximum of three (3) minutes.

4. CONSENT AGENDA

A. APPROVE THE MINUTES OF OCTOBER 13, 2015

PURPOSE: To review and approve the minutes from October 13, 2015 Regular meeting.

RECOMMENDATION: That the minutes be reviewed and approved.

B. SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR THE MONTH OF OCTOBER 2015

PURPOSE: Receive monthly report for sewer maintenance and mainline stoppages for October 2015.

RECOMMENDATION: Accept reports. This item is presented for information only.

C. <u>APPROVAL OF EXPENDITURES FOR MONTH OF OCTOBER 2015</u>

PURPOSE: Approval of expenditures for the month of October 31 for - $241,687.30

RECOMMENDATION:
Approve expenditures for the month of October 31, 2015
Total expenditures = $ 241,687.30

5. <u>STAFF REPORTS</u>

Staff reports include items for which verbal reports/presentations will be provided. If a specific Seaside County Sanitation District presentation is planned, it will be listed and information included with the Agenda. Brief oral reports may be provided for items arising after the Agenda was prepared. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda item.

<u>District Manager</u>

<u>District Engineer</u>

<u>District Counsel</u>

6. <u>BOARD MEMBERS COMMENTS</u>

7. <u>ADJOURNMENT</u>

Next Regularly Scheduled Meeting:
December 8, 2015
Seaside City Hall
9:30 AM

In compliance with the Americans with Disabilities Act (ADA), the Seaside County Sanitation District (SCSD) does not discriminate against persons with disabilities. SCSD's meetings are held at an accessible facility. Any person with a disability who requires a modification or accommodation to be able to participate in this meeting is asked to contact the office of the District Clerk at cityclerk@ci.seaside.ca.us 831-899-6707, no fewer than two business days prior to the meeting to allow for reasonable arrangements. Agenda related writings or documents provided to the SCSD Board of Directors are available for public inspection during the meeting or may be requested from the office of the District Clerk This agenda is posted in compliance with California Government Code Section 54954.2(a) or Section 54956.

Agenda related writings or documents provided to the Board are available for public inspection during the meeting or may be requested from the office of the District Clerk.

DRAFT MINUTES
SEASIDE COUNTY SANITATION DISTRICT
Tuesday, October 13, 2015 9:30 AM
REGULAR MEETING
Seaside Conference Room

1. CALL TO ORDER

The meeting was called to order at 9:30 AM.

2. ROLL CALL

PRESENT: Lintell, Rubio
ABSENT: Pendergrass

3. ORAL COMMUNICATIONS COMMENTS

No members of the public were present.

4. CONSENT AGENDA

On motion by Vice Chair Lintell and seconded by Chair Rubio and passed by the following vote the District Board approved the consent calendar as presented.

RESULT:	
MOVER:	Vice Chair Lintell
SECONDER:	Chair Rubio
AYES:	Lintell, Rubio
ABSENT:	Pendergrass

A. APPROVE THE MINUTES OF SEPTEMBER 8, 2015

Action: Approved

B. APPROVAL OF EXPENDITURES FOR MONTH OF SEPTEMBER 2015

Action: Approved

C. SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR THE MONTH OF SEPTEMBER 2015

Action: Accepted & Received

5. NEW BUSINESS

A. CONSIDER ADOPTION OF ORDINANCE NO. 19 INCORPORATING MRWPCA ORDINANCE NO. 2008-01, "WASTE DISCHARGE ORDINANCE OF THE MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY"

Legal Counsel Hassen reminded the Board that at the September 8th meeting, the item was introduced, accepted the first reading, passed to print and set it for adoption at this meeting. She clarified that this is in compliance with necessary procedures for adoptions. There were no further questions on the item and no public was in attendance.

On motion by Vice Chair Lintell and seconded by Chair Rubio and passed by the following vote the District Board adopted Ordinance 19 incorporating MRWPCA Ordinance No. 2008-01, "Waste Discharge ordinance of the Monterey Regional Water Pollution Control Agency" into the District Code.

RESULT:	**Adopted**
MOVER:	Second Vice Chair Pat Lintell
SECONDER:	Mayor Ralph Rubio
AYES:	Ralph Rubio, Pat Lintell
NOES:	David Pendergrass

6. STAFF REPORTS

A. District Manager

City Manager Dunn reported he was scheduling a meeting with Keith Vander Matten the New General Manager at Marina Coast Water District to determine how best to proceed forward. Mayor Rubio offered to have the two District Managers and Board Chairs to meet.

District Engineer

District Counsel

7. BOARD MEMBERS COMMENTS

No reports.

8. CLOSED SESSION

The Board entered into Closed Session at 9:37 AM.

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54956.9(D)

The District Board reconvened open session and there were no announcement

9. ADJOURNMENT

On motion the meeting was adjourned.

Respectfully Submitted,

______________________________	______________________________
Lesley E. Milton-Rerig, District Clerk	**Ralph Rubio, Chair**

SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT

Item No.: 4.B.

TO: Seaside County Sanitation District

FROM: John Dunn, District Manager

BY: Diana Ingersoll, Deputy City Manager Resource Management Services

DATE: November 10, 2015

SUBJECT: **SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR THE MONTH OF OCTOBER 2015**

PURPOSE

Receive monthly report for sewer maintenance and mainline stoppages for October 2015.

RECOMMENDATION

Accept reports. This item is presented for information only.

BACKGROUND

Attached is the Seaside County Sanitation District Operations Report and Flush Map for the month of October 2015.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

1. Monthly Sanitation Report - October 2015
2. October 2015 Flush Map

Reviewed for Submission By:

____
John Dunn, District Manager

Seaside County Sanitation District
Operations Report

Year 2015 Month of October

	Del Rey Oaks (42,240)		Sand City (26,400)		Seaside (316,800)		District Totals (385,440 ft.)	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Maintenance								
Mainline Rodded		0		0		0	0	0
Main Line Flushed		0		0	32,830	164,895	32,830	164,895
Main Line Video		0		0		0	0	0
Main Lines Treated for Grease Controll (Jet Power II)	262	786	190	580	2,856	7,895	3,308	9,261
Stoppages								
Main Line		0		0	1	1	1	1
Laterals		1		0	1	3	1	4

Sewer Repairs

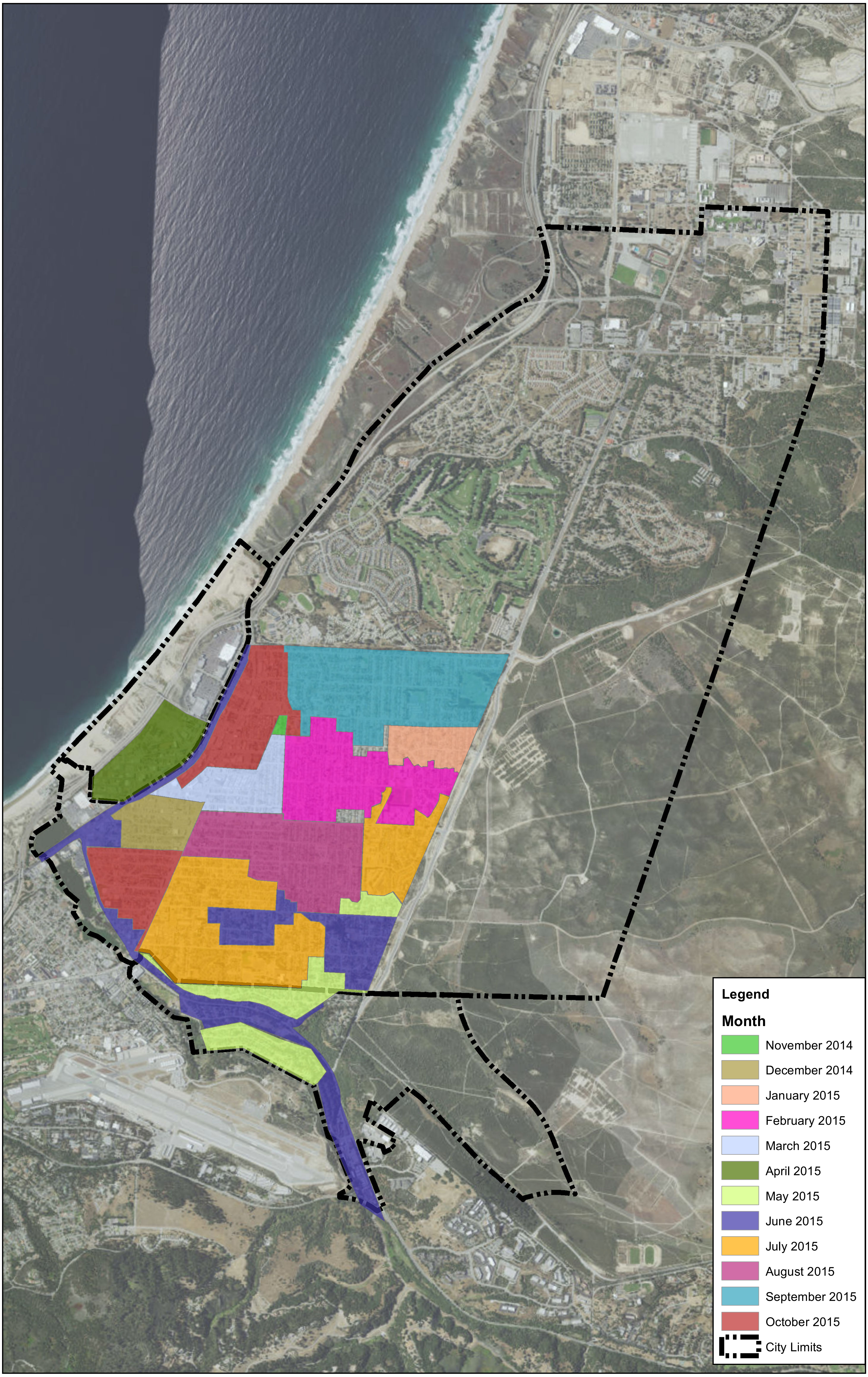
Sewers Video
None

Stoppage Locations

Del Rey Oaks

Sand City

Seaside
1679 Luxton Street (ML- Grease/Roots)
1518 Waring Street (L)



Source: SCSD, AMBAG

SEASIDE COUNTY SANITATION DISTRICT

Flush Map

Exhibit

SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT

Item No.: 4.C.

TO: Seaside County Sanitation District

FROM: John Dunn, District Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services
Lisa Saldana, Finance Services Manager
Rajnesh Narayan, Finance

DATE: November 10, 2015

SUBJECT: **APPROVAL OF EXPENDITURES FOR MONTH OF OCTOBER 2015**

PURPOSE

Approval of expenditures for the month of October 31 for - $241,687.30

RECOMMENDATION

Approve expenditures for the month of October 31, 2015
Total expenditures = $ 241,687.30

BACKGROUND

Expenditure reports attached Includes (Central Service Charges, Vehicle Maintenance Charges and Computer System Charges) from First Quarter ending September 30, 2015 which amounts to $ 92,299.98, Insurance for $ 97,207.00 and the other expenditures are for the month of October which amounts to $ 52,180.32. Cash balance as of October, 2015: $ 5,283,774.87

FISCAL IMPACT

ATTACHMENTS

1. YTD Expenditures_10-31-15
2. YTD Expenditures EFT_ 10-31-2015

Meeting Date: November 10, 2015

Reviewed for Submission By:

____
John Dunn, District Manager

YTD (15-16) Expenses as of OCTOBER 2015

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-0-8810-0001	Admin. Salary	24,245.74	15,419.92	8,825.82
951-0-8810-0002	Overtime	-	-	-
951-0-8810-0006	Workers Compensation	683.41	170.83	512.58
951-0-8810-0009	Sick Leave Payoff	-	-	-
951-0-8810-0010	Management Leave Payoff	-	-	-
951-0-8810-0012	Vacation	-	-	-
951-0-8810-0016	Deferred Compensation	253.80	161.20	92.60
951-0-8810-0018	Auto Allowance	-	-	-
951-0-8810-0020	Part-Time Hourly Wages	2,185.37	1,362.55	822.82
951-0-8810-0030	PERS Pension Ob Bond	307.36	-	307.36
951-0-8810-0031	PERS Pension	4,697.44	1,398.43	3,299.01
951-0-8810-0032	PARS Pension	4,042.75	2,830.02	1,212.73
951-0-8810-0033	LIUNA Pension	5.34	5.34	-
951-0-8810-0041	Medical Insurance-Blue Cross	1,935.91	1,194.99	740.92
951-0-8810-0042	Medical Insurance-LIUNA	-	-	-
951-0-8810-0043	Flex One-Plan Fee	-	-	-
951-0-8810-0051	Dental Ins-Guardian	150.37	82.44	67.93
951-0-8810-0061	Vision Ins-CPIC	13.41	8.35	5.06
951-0-8810-0071	LTD-Met Life	60.76	33.31	27.45
951-0-8810-0081	Reliance Life Insurance	53.70	29.45	24.25
951-0-8810-0092	Medicare Tax	298.13	188.21	109.92
951-0-8810-1022	Legal Services	1,056.98	1,056.98	-
951-0-8810-1025	City Audit	-	-	-
951-0-8810-1026	Medical Exams	-	-	-
951-0-8810-1029	Training and Education	1,286.68	1,286.68	-
951-0-8810-1030	Consultant	-	-	-
951-0-8810-1033	Fitness Program	62.68	43.18	19.50
951-0-8810-1040	Property Tax Admin Fees	-	-	-
951-0-8810-1041	State Waste Discharge Fee	-	-	-
951-0-8810-2044	Copier Services	-	-	-
951-0-8810-2053	Outside Printing Services	-	-	-
951-0-8810-2063	Publishing & Legal Advertising	-	-	-
951-0-8810-3092	Stationary Supplies	-	-	-
951-0-8810-3095	Department Consumables	362.43	362.43	-
951-0-8810-4121	Meetings/Travel	-	-	-
951-0-8810-4122	Dues and Memberships	156.00	156.00	-
951-0-8810-5132	Telephone	603.54	451.65	151.89
951-0-8810-9196	Impact Fees	-	-	-
951-0-8810-9395	Vehicle Maintenance	21,633.36	5,408.37	16,224.99
951-0-8810-9397	Computer System	4,333.36	1,083.37	3,249.99
951-0-8810-9398	Central Service Charge	97,100.00	24,275.00	72,825.00
951-0-8820-0001	Salaries	38,128.04	23,821.81	14,306.23
951-0-8820-0002	Overtime	2,373.09	1,922.84	450.25
951-0-8820-0006	Workers Compensation	2,655.04	663.76	1,991.28
951-0-8820-0009	Sick Leave Payoff	-	-	-
951-0-8820-0010	Management Leave Payoff	-	-	-
951-0-8820-0012	Vacation	-	-	-
951-0-8820-0016	Deferred Compensation	225.64	141.88	83.76
951-0-8820-0020	Part - Time Hourly Wages	-	-	-
951-0-8820-0030	PERS Pension Ob Bond	488.36	-	488.36
951-0-8820-0031	PERS Pension	4,546.24	1,869.89	2,676.35
951-0-8820-0033	LIUNA Pension	451.89	451.89	-
951-0-8820-0041	Medical Insurance-Blue Cross	4,428.82	2,611.58	1,817.24
951-0-8820-0051	Dental Ins-Guardian	272.02	151.78	120.24
951-0-8820-0061	Vision Ins-CPIC	35.44	20.65	14.79
951-0-8820-0071	LTD-Met Life	54.11	29.63	24.48
951-0-8820-0081	Reliance Life Insurance	37.37	20.59	16.78
951-0-8820-0092	Medicare Tax	549.45	346.33	203.12
951-0-8820-2049	Uniform Service/ Laundry	512.98	404.58	108.40
951-0-8820-2068	Refuse Disposal	492.00	282.75	209.25
951-0-8820-2073	Subcontracted Work	2,787.42	2,251.70	535.72
951-0-8820-2074	Subcontract - Grease Prog	1,686.24	1,686.24	-
951-0-8820-2087	Equipment Rental	-	-	-
951-0-8820-3092	Stationary Supplies	-	-	-
951-0-8820-3095	Department Consumables	8,106.29	7,601.87	504.42
951-0-8820-3097	Safety Equipment	(20.54)	(20.54)	-
951-0-8820-4121	Meetings/Travel	1,100.00	900.00	200.00
951-0-8820-4122	Dues and Memberships	-	-	-
951-0-8820-4124	Mail Services	-	-	-

YTD (15-16) Expenses as of OCTOBER 2015

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-0-8820-5131	Gas & Electric	1,809.58	1,809.58	-
951-0-8820-5132	Telephone	-	-	-
951-0-8820-5133	Water	-	-	-
951-0-8820-6143	Vehicle Maintenance	-	-	-
951-0-8820-8183	Video Inspection	-	-	-
951-0-8820-8184	Fog Program	-	-	-
951-0-8820-818?	GIS Maintenance & Mapping	-	-	-
952-0-8820-8186	Equipment - Vactor Truck	-	-	-
952-0-8820-8187	Department Equipment	-	-	-
952-0-8820-8190	Video Inspection	-	-	-
952-0-8820-8191	Pickup Truck with CMS	-	-	-
952-0-8820-8193	Connection Fee Study	-	-	-
952-0-8820-8194	Sewer System Mgmt Plan Up	322.00	322.00	-
952-0-8820-8195	Graphic Information Systems	-	-	-
952-0-8820-819?	LAFCO Application	3,710.16	368.75	3,341.41
952-0-8820-9605	Interest Expense	2,613.77	1,919.17	694.60
952-0-8820-9606	Other Debt Service Fees	-	-	-
952-0-8820-9608	Lease Payments	20,340.55	12,166.75	8,173.80
953-0-8820-9201	Del Monte Lift Station Upgrade	-	-	-
953-0-8820-9202	Rosita Lift Station Upgrade	-	-	-
953-0-8820-9203	Angelus Way Sewer Main Up	-	-	-
953-0-8820-9206	Military Lift Station Repl	-	-	-
953-0-8820-9207	Fremont BL Sewr Main Upgr	-	-	-
953-0-8820-9212	LAFCO Application	-	-	-
953-0-8820-9213	New Manhole Installations	-	-	-
953-0-8820-9215	Root Intrusion Swr Main	-	-	-
953-0-8820-9314	Highway 1 Sewer Line	-	-	-
953-0-8820-919?	942 Angelus Way Pipe Line	-	-	-
954-0-8810-2088	Judgments/Damages	-	-	-
954-0-8810-2090	Insurance	97,207.00	-	97,207.00
City of Seaside Total		**360,441.48**	**118,754.18**	**241,687.30**

951-1009	**132,270.49**
952-1009	**12,209.81**
953-1009	**-**
954-1009	**97,207.00**

Total Expenditures for month of OCTOBER 2015	**241,687.30**

OTHER EXPENSES

951-1009	0.00
952-1009	0.00
953-1009	
954-1009	

PREPARED BY: RAJNESH NARAYAN
DATE: 11/4/15

Total Adjusted drawndown from County -SCSD	**241,687.30**

COUNTY OF MONTEREY - AUTHORIZATION of ELECTRONIC FUNDS TRANSFER

DEBIT : COUNTY OF MONTEREY
Account Number : Wells Fargo Bank
Account Name : Monterey County Treasurer

CREDIT : **CITY OF SEASIDE PUBLIC INTEREST CHECKING**

Pay to Bank : **RABOBANK**
1658 FREMONT BLVD., SEASIDE, CA 93955

Account No. 9782713643
Routing No. 122238420
Customer Name: CITY OF SEASIDE

Amount : $ **241,687.30**

AUTHORIZED SIGNATURES:
1 ______________________
2 ______________________
3 ______________________

AUDITOR : ENTER AMOUNT AUTHORIZED FOR TRANSFER AND SIGN FORM

TREASURER : PROCESS TRANSFER, ENTER DATE OF TRANSFER, SIGN FORM AND RETURN TO AUDITOR

AUDITOR		**TREASURER**	
Patricia Vasquez			
Deputy Auditor	Date	Deputy Treasurer	Date of Transfer

For Auditor-Controller Office use only

Period ____________ JV Number ____________
Budget Yr. ____________ Date ____________
INSURANCE FUND Total $ 241,687.30

DESCRIPTION	AT	FD	BU	ORG	ACCT	REP CT	DEBIT	CREDIT
Special District Exp.		603			2530			
Cash		603			1001			

Daphne Hodgson, Deputy City Manager / Administrative Services (831) 899-6718; SCSD
Expenses as of October 31 , 2015.

Prepared By: Patricia Vesquez Date:
Approved By:__________________ Date:___________ Keyed By:____________ Date:___________